

Community Aviation Consultative Group (CACG)



MEETING MINUTES

Date: Thursday 11 August, 2022
Time: 09:00 – 12:00
Location: Rydges Hotel | Microsoft Teams

1. Welcome, Attendance and Apologies/Proxies

The Chair, Ron Brent, opened the meeting at 9:05am and welcomed members and observers to the August CACG meeting. The Chairman acknowledged the traditional owners of the lands on which we were meeting, and on the attendees behalf, paid respects to the elders past, present and emerging.

Refer to attachment 1 for attendance/apologies.

2. Consideration of Previous Minutes/Action List

2.1 CACG Thur 24 March meeting minutes

No comments. Minutes from Thursday 24 March 2022 CACG meeting are endorsed.

Secretariat to add Ron's electronic signature to March minutes.

2.2 Action List & Recommendations

Refer to attachment 2 for full details.

2.3 Membership Updates

Jared Feehely welcomed Paul Carne from the Tugun Progress Association (who has replaced Anthony Steinhart) and Diane Hoogendoorn from the Gold Coast Neighbourhood Watch Committee (replacing Peter Garrett).

3. GCA Update

3.1 Airport Developments Update

Jared Feehely provided an update at Gold Coast Airport from the previous quarter.

Refer to Attachment 3 for full details

3.2 Gold Coast Airport Masterplan Update

Refer to Attachment 3 for full details

Liam Campbell provided members with an update on the Southern Entry project and GCA Masterplan project.

- Liam noted work is underway with TMR on the heavy and light rail alignment into GCA as this will provide a key piece of ground transport infrastructure to the precinct.
- Aiming to have the exposure draft of the Masterplan available for initial review for early stakeholder consultation.
 - CACG will be consulted throughout the process.

ACTION: Consult CACG as part of the masterplan process.

Questions:

- John Hicks – wants more engagement with CACG on the planning process. What are GCA’s plans to include CACG in the consultation period?
 - Liam overall planning for engagement of the masterplan is starting. Once consultation and engagement process has been confirmed, GCA will be able to provide a better timeline and reinforce the commitment to ensuring that the CACG are included as part of the consultation.
 - Lindy advised the last masterplan went out to the public without the CACG’s consultation and wants it done properly this time round.
 - Chair: to note Committee’s concern about inadequate input from prior master planning processes.
- John Alcorn advised that the increase in planes is causing a lot of noise concerns and more time needs to be put into flight paths and noise abatement.
 - Chair: Consultation on the masterplan needs to have an out of session meeting with the CACG.
- Bill Pinkstone – thanked Jared, Matt and Team for the work they have done on the terminal to date.

ACTION: Consultation on the masterplan needs to have an out of session meeting with the CACG.

4. Airservices Operational & Noise Update

John Graham introduced the Airservices Team and provided the air traffic update.

Refer to Attachment 4 for full details

Questions:

- Cr Chris Cherry – asked if there were any complaints in June given that the airport reported June as one of its busiest periods.
 - John Graham noted that the data was triple checked and there were no complaints reported in June.
 - Cr Chris Cherry asked if the system was working in June. John Graham confirmed that it was but that he would look into this again.

ACTION: John Graham to check the June data again to see if any noise complaints were made.

- Lindy Smith - was John Graham aware that the Palm Village noise monitor was removed due to ambient background noise.
 - John Graham was aware.
- Lindy Smith - concerns around noise complaint data presentation not matching what Lindy recalls as reported in March 2021. (See the March CACG meeting looking at the 2021 year in review.)

ACTION: Lindy Smith to provide specific details of discrepancies in noise complaint data between March CACG report of year in review and current data.

- John Hicks – would be keen to see how many of the complaints identified non-compliance to noise abatement procedures.

ACTION: AsA to advise if they can include outcome reporting in the update.

Julie Murray - thanked John Graham for meeting with the southern representatives as the issues they are pursuing have been ongoing for over 6 years which, is far too long. The issue is being handled in the ANACC.

Angela Walters from Airservices provided an update on the PFAS Monitoring Report from AsA and DSI.

Signage was put at Kirra Beach even before PFAS exceeded trigger levels. AsA will look into integrating the locations where some results have exceeded some trigger levels into the DSI. AsA have spoken to the GCCC catchment team and GCA to advise people not to fish in these areas and keep the gate at the caravan park locked. Signage is there and locations will be integrated to the DSI.

Questions:

- Lindy Smith – Signs were put there by the GCCC and this was pursued by the Federal Minister. Ron advised that AsA are not authorised to put signs up.
- John Hicks asked if AsA can provide notifications to the committee immediately out of session when PFAS levels increase.
 - Angela Walters advised that they are committed to being transparent moving forward. As part of the investigation it will be looking to notify the community.
 - Cr Chris Cherry noted that there are some very concerning levels being reported that need to be communicated to the CACG group.
- Larry Woodland wants to see a removal of PFAS entirely. Would like to see a longer-term action plan.
 - Angela Walters advised that this will be factored into their assessment. It is an issue across Australia and is part of a broader conversation and set of solutions. However, complete removal/remediation of PFAS is not able to be achieved in practice.
- Bill Pinkstone - with the changes to the Airservices Engagement team, Bill requested an organisational chart and overview of roles and responsibilities to give clarity to the committee.

ACTION: Where there are any updates on PFAS exceeding safety levels, AsA via the Chair, will report that immediately to the CACG so information is communicated outside of the meeting schedule.

ACTION: AsA to provide an organisational chart and role overview of AsA engagement team members to the Chair and Secretariat.

- Lindy Smith considers that there are significant issues arising from the PFAS monitoring reports. On 24 May 2022 Lindy's report on these issues was provided to AsA and was to be sent to a consultant. Lindy has had no response.

ACTION: GHD will provide an out of session response on the question of the two PFAS monitoring sites raised by Lindy Smith and why they are not sampling that area.

3. GCA Update (continued)

3.3 Gold Coast Airport Materiality Assessment

Refer to Attachment 3.2 for full details.

Lucy Ardern gave an overview of the QAL Materiality Assessment conducted by Ernest & Young (EY) and the role that this assessment plays in analysing material risks against opportunities for the organisation. Refer to attachment for the full presentation.

Questions:

- John Hicks – Has EY been supplied a copy of the SWP?
 - Lucy advised that various documents were sent to EY, however she will follow up with EY and check whether the SWP was one of them.

ACTION: John sent through a list of the documents to cross reverse that EY has received them. Lucy advised they will ensure the SWP is supplied to EY.

- John Hicks – thinks this is a good start but would like to talk about organisational culture and leadership. He feels the customer experience as a member of the community is poor and would like to see more of a commitment here.
- John Alcorn and Cr Chris Cherry want to know what consultation is happening with the Tweed Shire Council.
 - Lucy Ardern advised that they are open for further feedback and that there is value in circulating the slides and continuing the conversation with individual stakeholders.

ACTION: Circulate slides from the EY Materiality Assessment.

5. Emergent Issues

Questions:

- John Hicks – Would like to know the origins of the Code of Conduct (CoC) document? Needs to be well-worded so that it is operational. John queries the last two points with reference to speaking to the media without prior consent from the Chair.
 - Chair advised that members should not speak on behalf of the Committee without clearance from the Chair but can certainly speak on their own behalf as members of the CACG. Chair noted that the CoC was around before his time and that we can look at potentially rewording to clarify the last point.
 - Julie Murray noted that it can be difficult to know what detail to provide their community group. Where images are shared to the group it can be difficult to know if they need to be kept confidential. The starting point should be that as community representatives, members would expect to share detail from meetings with their communities.
 - The Chair noted that there will be circumstances where there is confidential material shared with the group. There is therefore a need to clarify what can and can't be communicated. The Chair proposed that where detail is shared with the group it is available to be shared unless stipulated otherwise.
- John Hicks raised a concern about the list of members on the website and the requirement to show up regularly. There are a number of members that don't attend, but some of these we would want to keep on the CACG as they provide links to Councils or politicians that can be important to the Group when specific issues arise.
- Bill Pinkstone wanted it clear in the Terms of Reference (ToR) that the community representative's role is to report back to their community members.

- There was concern that the Material Correspondence item in the agenda included items that were not correspondence of the CACG.

ACTION: Secretariat to send out the CoC and ToR for members to review and provide feedback to Jared for Ron to consider.

ACTION: GCA will review the list of members and come back to the group at the next meeting to decide how manage organisation's and individuals that/who continue to miss meetings.

ACTION: Secretariat and the Chair to review the structure of the agenda to ensure that 'Material Correspondence' deals with CACG correspondence and other items are dealt with under general business or under their own headings.

6. Material Correspondence

Refer to Attachment 5 for material correspondence.

6.1 ANACC Report

- Julie Murray was concerned that the Southern Operations Report did not resolve the issues being considered and therefore that the item should not be closed.
- Lindy Smith referred to an earlier CACG request, made at the November 2021 meeting, for ANACC meeting minutes to be sent out to the CACG prior to CACG meetings. It was not clear if this had distribution had reached all members.
- There was concern that the draft CACG agenda had been circulated only shortly before the meeting leaving little time to propose changes.
 - Jared acknowledged that this was a problem driven by the pressure the Secretariat, and airport staff generally, have been under due to the pandemic and the airport expansion. He acknowledged the importance of the procedures and returning to fulfilling the commitments made in relation to the management of the CACG.

ACTION: The ANACC secretariat was asked to ensure that ANACC minutes are being provided to the CACG members prior to CACG meetings.

ACTION: Draft agenda's for the CACG to be circulated one month prior to the meetings.

6.2 Agenda Paper: GCA Curfew Regulation amendment

- John Hicks noted that it would be wonderful for GCA to support the proposal from the CACG to remove exemptions for freight operations during the curfew.
- The members noted the letter from the Chair to the Minister, on the proposal to remove the freight exemption under the curfew and asked that it also be sent to the two local Federal MPs.

ACTION: CACG members request that the airport reconsider its commitment to the curfew freight operations and if the position does not change the CACG requests that the GCA confirms that this is a decision at an Executive/Board level.

ACTION: Chair will send letter about freight operations during curfew to the two local federal members.

7. General Business

7.1 Report provided by Larry Woodland

- Larry Woodland met with the Chair on Wed 10th August to discuss the detail within his report about concerns with the ANEF and N-contours that form part of master planning. Larry accepted that there are even more complexities around this issue that he had identified. He agreed that the use of LA_{MAX} brings its own complexities to presenting aircraft noise information. He agreed that the best way to improve the presentation of aircraft noise information would be to work with the airport as it develops the presentations to be included in the next masterplan and agreed that this should form a key part of the CACG consultation on the next Master Plan. He and the Chair will work with the airport to see how best to present such information.
- Chair gave a presentation following a previous CACG which explains the ANEF model and its limitations, as well as touching on alternative noise metrics.

ACTION: Consultation with the CACG, by the airport, for the next Master Plan is to include how noise reporting might be best communicated. The Chair and Larry Woodland should be involved in this consultation.

ACTION: Chair to re-run his ANEF presentation at the end of the next CACG meeting.

7.3. Department Infrastructure, Transport, Regional Development & Communication PFAS Update

Clare Chapple provided an update from The Dept. on PFAS.

Clare Chapple discussed the funding required to roll out a pilot across eight airports to develop the framework to investigate PFAS nationwide. The outcome of the studies will help create an environmental management plan to complete rectification work.

Questions:

- Larry Woodland – would like to know who would be pulling together the program at GCA?
 - Clare advised that ideally they would like to see The Department, the airport and the community working together on this program.
- Cr Chris Cherry queried whether is it usual to see an increase in PFAS when the usage has stopped? This appeared to be the case at GCA.
 - Clare was unable to comment as she is not an environmental scientist.
- Lindy Smith asked whether the government has adopted the recommendations of the 2018 review?
 - Clare Chapple advised that the Department was committed to best practice although what this meant may vary from location to location. This this reason there will be an independent auditor to review the actions proposed.
- John Hicks asked if there is a website link that can be provided to summarise the Department's PFAS program?
 - Clare Chapple to forward the link to the Secretariat to circulate.

ACTION: Clare Chapple to forward the link to the Secretariat to circulate.

7.2. AFP Update

Acting Superintendent/Airport Police Commander – Josh Kinghorn gave an overview of specific Australian Federal Police functions at GCA, which include counter-terrorism response and policing relating to other Federal functions such as Border control. Josh also outlined the issues relating to the fact that the airport crosses the NSW and QLD border. The Chair thanked Josh for an interesting, informative and useful presentation.

7.4 Air Quality Monitoring Report

Due to time restraints this agenda item will be moved to the next CACG meeting. Meredith Anderson agreed to present on the 24th November 2022.

7.5 Strategic Work Program

The meeting agreed that the follow up on issues from this meeting, such as PFAS, would provide the items from the Strategic Work Program to be addressed at the next meeting.

12:07pm - Chair thanked members for their participation before closing the meeting.

A handwritten signature in black ink, appearing to be 'R B' followed by a stylized flourish.

Attachment 1: Attendance and Apologies

Date: Thursday 11 August 2022

Attendees

Ron Brent	CACG Chair
Jared Feehely	Gold Coast Airport
Matthew Bender	Gold Coast Airport
Jodie Fields	Secretariat
Lucy Ardern	Gold Coast Airport
Liam Campbell	Gold Coast Airport
John Graham	Airservices Australia
Donna Marshall	Airservices Australia
Matthew Thomas	Airservices Australia
Leanne Costin	Airservices Australia
Angela Walters	Airservices Australia
Lindy Smith	Tweed District Residents & Ratepayers Association
David Gray	Bilinga Neighbourhood Watch
Bill Pinkstone	Banora Point & District Residents Association
Cr Chris Cherry	Tweed Shire Council
John Hicks	Gold Coast Lifestyle Association
Julie Murray	Kingscliff Ratepayers Association
John Sweeny	Banora Point & District Residents Association
Norbert Benton	Gold Coast Airport
Larry Woodland	Fingal Head Community Association
Gregory Wyatt	QLD Department of Transport & Main Roads
Jodie Bellchambers	APH
John Alcorn	ACCA (ANACC)
Megan Thomas	DITRDC
Joshua Kinghorn	AFP
Jacqui Cord	Tweed Shire Council
Asiya W Mohammad Raza	QLD Department of Transport & Main Roads
Clare Chapple	DITDRC
Laura Gerber	Member for Currumbin
Bronte Mullane	C/o Laura Gerber MP – Member for Currumbin
Paul Carne	Tugun Progress Association
Rose Adams	Gecko Environment Council
Jeff Godfrey	Tweed District Resident & Ratepayers Association
Valeria Cheglov	C/o Karen Andrews MP
Meredith Anderson	Tweed Shire Council
Nathan Goldman	

Apologies

Jann Stuckey	Friends of Currumbin
Ben Nady	C/o Karen Andrews MP
Geoff Provest	MP for Tweed

Attachment 2: CACG Action List

Open Action Items

No.	Meeting Date	Item	Requirement	Responsible Person	Completion Date	Status
89	15/07/2021	GCA Master Plan	Request the airport provide an outlined program to consult with the CACG.	GCA	Ongoing	Ongoing – will be noted at each meeting
97	11/11/2021	Air Quality	Invite Jacqui to present an update on the TSC AQM at the next CACG meeting (21 July 2022) regarding the draft GCA Air Quality Monitoring Report. Make an agenda item at the next meeting.	Secretariat	21/07/2022 24/11/2022	Unable to present due to time restraints - rescheduled to the Nov CACG meeting.
100	24/03/2022	Airport Quality	Draft GCA AQ Monitoring Rpt to be presented 1 month prior to next CACG mtg, with consultant to consider SWP, and anecdotal evidence of black deposits on rooves following increased flights. Report provided on the 20 th March but failed to be provided one month prior.	Norbert Benton	21/07/2022	Ongoing
101	24/03/2022	PFAS & Airport Presentations	Secretariat to add to the minutes prior to Ron's electronic signature.	Secretariat	21/07/2022 24/11/2022	Completed and Ongoing
102	24/03/2022	Ambient Concentrations of PFAS in Queensland 2019-2020	Brenda to send the links to Norbert.	Brenda Baddiley	21/07/2022	
103	24/03/2022	Healthy Waterways Grading Report	GHD to consider providing a water quality report for GCA using the same grading cards as the Tweed report.	GHD	21/07/2022	
104	24/03/2022	Lindy's comments regarding AsA DSI update	Airservices to respond to Lindy's comment.	Airservices and Secretariat	21/07/2022	

No.	Meeting Date	Item	Requirement	Responsible Person	Completion Date	Status
105	24/03/2022	Kirra PFAS levels	Chair to follow-up with GHD, AsA and GCA around Kirra Beach PFAS levels.	Chair	21/07/2022 24/11/2022	Completed and Ongoing
106	24/03/2022	Agenda Paper for Freight Curfew	Chair to write to the Minister to cover these items and attach the agenda paper. Letter sent to Minister King on the 1 st August 2022.	Chair	21/07/2022 01/08/2022	Completed and Ongoing
107	24/03/2022	Freight Curfew	Airport to provide feedback on its position on the recommendations in the Freight Agenda paper.	GCA	21/07/2022 24/11/2022	Ongoing
109	24/03/2022	CACG Contact List	Secretariat to update the contact list.	Secretariat	21/07/2022	Completed and Ongoing
110	11/08/2022	Gold Coast Airport Masterplan	CACG is consulted throughout the process.	GCA	Ongoing	
111	11/08/2022	Gold Coast Airport Masterplan out of session meeting	CACG members would like consultation on the masterplan with an out of session meeting.	GCA	24/11/2022	
112	11/08/2022	Noise complaints during June	AsA to check the June data to confirm that no noise complaints were reported during the month of June.	AsA	14/09/2022	
113	11/08/2022	March 2021 Noise complaint data not the same,	Lindy Smith is concerned that the data presented for March 2021 noise complaints does not match the report she has.	AsA	24/11/2022	
114	11/08/2022	Outcome reporting	AsA to advise if they can include outcome reporting in the update.	AsA	24/11/2022	
115	11/08/2022	PFAS communication updates.	Any updates on PFAS to have AsA (via the Chair) to report immediately to the CACG so information is communicated outside of the meeting schedule.	AsA & Chair	Ongoing	

No.	Meeting Date	Item	Requirement	Responsible Person	Completion Date	Status
116	11/08/2022	AsA Organisational Chart.	AsA to provide an organisational chart and role overview of AsA engagement team members to the Chair and Secretariat.	AsA and Secretariat	01/10/2022	
117	11/08/2022	PFAS monitoring sites.	GHD will provide an out of session response on the question of the two PFAS monitoring sites raised by Lindy Smith and why they are not sampling that area.	GHD	01/10/2022	
118	11/08/2022	Materiality Assessment and SWP.	Ernest & Young to confirm that they have received a copy of the Strategic Working Plan.	EY & Lucy Ardern	01/10/2022	
119	11/08/2022	EY Materiality Assessment slides	Circulate slides from the EY Materiality Assessment.	Secretariat	14/09/2022	
120	11/08/2022	Code of Conduct	Copy of CoC to be sent to CACG members for review.	Secretariat	14/09/2022	
121	11/08/2022	Terms of Reference	Copy of ToR to be sent to CACG members for review.	Secretariat	14/09/2022	
122	11/08/2022	CACG members who fail to attend meetings.	GCA will review the list of members and come back to the group at the next meeting to decide how to manage organisation's that continue to miss meetings.	GCA	24/11/2022	
123	11/08/2022	Material Correspondence labelling.	Secretariat to review the labelling of the Material Correspondence item with the Chair.	Secretariat and Chair	01/10/2022	
124	11/08/2022	ANACC Minutes one month prior.	Request to have the ANACC minutes provided to the CACG meetings. CACG request the minutes to be circulated.	Secretariat	23/09/2022	

No.	Meeting Date	Item	Requirement	Responsible Person	Completion Date	Status
125	11/08/2022	Agenda draft to be circulated one month prior to upcoming meeting.	Draft agenda's to be circulated one month prior to the meetings. Jared acknowledged that it is a mistake and the importance of the procedures returning to commitment.	Jared Feehely & Secretariat	10/09/2022	
126	11/08/2022	CACG request GCA's commitment to curfew operations at an Executive level.	CACG members request that the airport reconsider its commitment to the curfew operations as a regulation for Gold Coast Airport and confirm backing behind the decision at an Executive/Board level.	GCA	24/11/2022	
127	11/08/2022	Letter to Federal members.	Chair will undertake to send letter to the two Federal members on the curfew issue.	Chair	10/10/2022	
128	11/08/2022	Improving noise reporting communication and integrating this into the masterplan.	Consultation with airport and other members with a delegation or representation on how noise reporting might be better communicated and included in the next masterplan.	GCA	24/11/2022	
129	11/08/2022	Chair to give ANEF presentation at next meeting.	Chair to re-run his ANEF presentation at the end of the next CACG meeting.	Chair	24/11/2022	
130	11/08/2022	The Department's PFAS Program website link.	Clare Chapple to forward the website link on The Dept. PFAS Program.	Clare Chapple & Secretariat	14/09/2022	

Closed Action Items

No.	Meeting Date	Item	Requirement	Responsible Person	Completion Date	Status
34	07/11/2018	Air Quality Monitoring	Provide update at the next meeting on the results of the air quality testing.	Gold Coast Airport (Norbert Benton)	04/03/2020 15/07/2021	Closed - Norbert Benton to cover this in his presentation
50	06/11/2019	Air Quality Monitoring	Write to QLD & NSW health departments for further information on what the state governments are doing, or can do, to monitor emissions from aircraft at Gold Coast Airport.	Chair	15/07/2021	Completed - Chair to provide update
59	06/11/2019	PFAS	Discuss with Airservices to see whether the CACG can meet with the successful tenderer for the DSI project.	Chair/ Airservices (Darrin Davies)	04/03/2020 15/07/2021	Closed - to listed items will be subsumed in further actions or covered off
66	04/03/2020	PFAS	Respond to <i>8.3 PFAS Contamination at Gold Coast Airport</i> paper along with questions submitted via the CACG Secretariat. Further to this coordinate for the successful tenderer to attend the next CACG meeting to address the Committee.	Airservices (Darrin Davies)	08/07/2020 15/07/2021	Closed - to listed items will be subsumed in further actions or covered off
68	04/03/2020	Departures over Kingscliff	ANACC report to provide update to the CACG on progress on the Departures over Kingscliff item.	ANACC Chair	08/07/2020 15/07/2021	Closed - reporting of the issue will remain item until resolved or no further action possible.
69	11/03/2021	Air Quality Monitoring	Chair to write to NSW and QLD Health Departments to conduct air quality monitoring departments. NSW EPA had a note out saying they would review their air quality monitoring programs.	Chair	15/07/2021	Closed - Air quality monitoring followed up with government QLD government told it's a Airservices issue, no response from NSW.
70	11/03/2021	Terms of Reference	Chair noted endorsement of the revised terms of reference by members	Chair	15/07/2021	Closed

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71	11/03/2021	Airservices Australia Presentation Feedback	Committee to come back to the CACG email for feedback on provision of standard Airservices Australia data in their presentation. Information to be provided prior to 11 April to allow Airservices time to collate and report back to July meeting. Subject of email response to include "Suggested additions to Airservices Australia noise presentation"		15/07/2021	Closed
72	11/03/2021	Concerns for GHD Review	Chair asked that Lindy provide her concerns directly to GHD for review and considerations via PFAScomms@airservicesaustralia.com GHD to respond directly to all submissions to confirm receipt.		15/07/2021	Closed
73	11/03/2021	Curfew exemption for the Qantas Freight service	Department to provide information that will be circulated to members on further detail on the exemption.		15/07/2021	Closed - Further correspondence and further action will be new
74	11/03/2021	Curfew exemption for the Qantas Freight service	Chair to write to the Department to note the committee's position that this permit should not be renewed.	Chair	15/07/2021	Closed - Further correspondence and further action will be new
75	11/03/2021	Air Quality Monitoring	Air Quality Monitoring to be a named item on the next strategic work plan.		15/07/2021	Closed - to be covered under later item
76	11/03/2021	Curfew exemption for the Qantas Freight service	Chair to provide an update to members on the curfew freight service prior to 01 May 2021.	Chair	15/07/2021	Closed - covered by earlier material

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77	11/03/2021	Flights over Kingscliff	Chair to request from ANACC an assessment of whether international flights go over Fingal or Kingscliff.	Chair	15/07/2021	Closed - Duplicate
78	11/03/2021	Letter to Airservices Australia CEO re Fiona Lawton	Chair to write to Airservices Australia CEO and send a copy direct to Fiona.	Chair	15/07/2021 11/11/2021	Chair has written to Fiona Lawton and CEO, chair to follow up with official correspondence. Completed
79	15/07/2021	Airservices Noise Monitoring Review	Members may provide comment on the review, CACG secretariat to keep record of all feedback correspondence and note it in committee correspondence.	Members	11/11/2021	Completed
80	15/07/2021	Links to AirServices Engagement Information	Updates to relevant sites and information to be provided to Secretariat for distribution to members. Feedback is welcomed.	Airservices	11/11/2021	Completed Information is available, if people are concerned about not receiving information discuss with Chair after meeting
81	15/07/2021	SWP to be provided to GHD	CACG Strategic Work Plan to be Provided to GHD.	John Hicks	11/11/2021	Completed John Hicks to forward to Melanie Layton
82	15/07/2021	Access to 2018 AirServices PFAS Report	Investigate if report can be provided to secretariat for distribution.	Airservices	15/08/2021 11/11/2021	Completed Report was circulated 20 th July
83	15/07/2021	Process for release of the DSI report	Advice on the process to be followed in finalising and releasing DSI report.	Airservices	11/11/2021	Completed - Covered as an agenda item
84	15/07/2021	Review of the 2019 and 2020 AirServices PFAS reports	Lindy will send review of 2019 and 2020 AirServices PFAS reports for distribution.	Lindy Smith	11/11/2021	Completed
85	15/07/2021	Distribution of presentations	All CACG meeting presentations be circulated ahead of draft minutes.	Secretariat	15/7/2021	Completed
86	15/07/2021	Tweed Council Air Quality Monitors	Members to provide location suggestions for extra monitors directly to Jacqui	Members	11/11/2021	Completed

No.	Meeting Date	Item	Requirement	Responsible Person	Completion Date	Status
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87	15/07/2021	GCA Air Quality Monitoring	Response requested from the airport if an ongoing air quality monitoring program is possible. John asked whether the final report was circulated. Norbert provided an update on his action items.	Norbert Benton	11/11/2021 24/03/2022	Completed
88	15/07/2021	Draft GCA Air Quality Report	Draft GCA Air Quality Report to go to members for comment.	GCA and Members	11/11/2021	Completed Replaced by item 96 and will allow for draft report to be out 4 weeks before CACG
90	15/07/2021	DES Ambient PFAS Monitoring	DES to be invited to next CACG to present on its monitoring program. Brenda Baddiley presented the Ambient Concentrations of PFAS in Queensland 2019-2020 which provided an overview of the online portal and the link to the report on the Department's website.	Norbert Benton	24/03/2022	Completed
91	15/07/2021	Questions over 2019 and 2020 Airservices PFAS reports	Lindy Smith to present concerns directly to Airservices for response at or before next CACG. Chair sent to AsA.	Lindy Smith and Airservices	August 2022	Completed
92	15/07/2021	Qantas freight Curfew Movements	Refer following issues to ANACC: Possibility of reforming the Curfew Regulations. Whether freight flights could be shifted to daytime. Whether flights could use Brisbane airport and road link.	Secretariat/ Matthew Bender	24/03/2022	Completed Part of ANACC meeting, minutes to be circulated when finalised

No.	Meeting Date	Item	Requirement	Responsible Person	Completion Date	Status
93	15/07/2021	ANACC minutes	Include CACG members in distribution of ANACC minutes. Ron proposes to remove this from the action list. This will be undertaken moving forward and can therefore update this item to completed.	Secretariat/ Matthew Bender	24/03/2022	Completed
94	11/11/2021	Curfew Flights	Chair to write to Federal Minister and local members regarding curfew flights.	Chair	24/03/2022	Completed following meeting
95	11/11/2021	PFAS Communication Email	Details of PFAS communications email address to be circulated.	GHD	Prior to next CACG	Closed
96	11/11/2021	Air Quality	GCA and Norbert to look into air quality in Kingscliff and how this related to SWP	Norbert Benton	24/03/2022	Closed (incorporated in item 100)
98	11/11/2021	Traffic Movement Plan	Traffic movement plan for Wollemi place to be provided.	Travis Callaghan	24/03/2022	Completed Document circulated 12/11/2021
99	11/11/2021	Air Quality	Request consultant preparing GCA Air Quality Monitoring Report to note anecdotal evidence of black material being deposited on roofs etc. with increased flights within the draft air quality monitoring report.	Norbert Benton	24/03/2022	Closed (incorporated in item 100)
108	24/03/2022	Larry Woodland's Paper	Chair to discuss Larry's paper with him out of session to address some of the complexity within it. Chair and Larry met on Wed 10 th Aug to discuss.	Chair and Larry	21/07/2022 10/08/2022	Closed.